

Licensed Center Advisory Board Meeting
January 16, 2007 1:00pm – 3:00pm
Lafayette, Indiana

Present: Melanie Brizzi, Tami Lynch, Carol Johnson, Cortney Myring, Dianna Wallace, Karen Copeland, Judy Tonk, Jim Bennett, Lindsey Townsend, Lisa Kipker, Connie Hire, Maxine VanGuilder, Lisa Clifford, Michelle Thomas, Carrie Bale, Lynn Turman, Shalonda Murray, Mary Lee Freeze, Vicky Russo-Steele

Agendas were distributed.

Introductions were made around the table.

September minutes were reviewed and approved.

Vicky introduced discussion of the CDA process, and Dianna Wallace started the discussion by distributing information packets. Dianna shared that:

- the CDA is a national credential
- it was started in 1970 as the first competency based credential
- attaining a CDA builds on the competencies and skills that an individual possesses, connecting the individual to an advisor
- in Indiana approximately 3,000 individuals have a CDA
- every state recognizes the CDA
- the information packet also contains the latest workforce study
- the workforce study found that teachers are interested in 3 things: recognition, making enough money, and doing the very best job possible
- the brochure also includes information about non-credit side of CDA – which allows an individual to get a CDA in a setting close to their own environment
- currently there are 10 contractors working through the Bureau of Childcare
- contractors for the non-formal CDA were never ever intended to be in all 92 counties because not all counties have the same need
- IAEYC role is as the gatekeeper – making sure that the CDA credential articulates into the local community colleges and universities
- TEACH has existed since 1998 – and gives scholarships for credit based training
- TEACH works with 33 colleges and universities across the state for CDA
- there is also a totally web based CDA with approximately 110-115 enrolled

Advisory Board members had the following questions (response recorded following question), as well as, comments:

Question 1. Does TEACH pay for on-line courses? YES. Start by going online with the Bureau of Childcare and completing an application.

Comment shared: We just had a non-formal class in our county and I want to tell you about some of the people in our class – there were 4 ladies 50-60 who refused to go to Ivy Tech. They were going to quit their job rather than go there. There are some people that formal classes aren't right for. I know some home providers who went to Ivy tech and dropped out. In the non-formal class, there was more hand holding and help. This was my first opportunity to see non-formal in practice and it was wonderful.

Comment shared by Dianna: “Sometimes we diminish the importance by saying you are going this route (non-formal) and it is not.” I have a folder of people who would like to do this again, but I don't know if it will be possible.

Comment shared by Dianna: They didn't use all money for non-formal CDA last year. So, don't hesitate to let them know if there is a need (probably a minimum of 9 individuals but not more than 5 from one center) who need a particular class.

Question 2: Did you say that the 120 hours can be used toward an associates? Not the hours; it is the credential that turns into credit hours. (9 credit hours)

Comment by Dianna: Every non-formal contractor must have an articulation agreement with the local college. This is true in IN, but not true in all states

Question 3: Are ceu hours available through IAEYC Conference attendance? 10 CDA hours are possible.

Comment by Dianna: There is another thing to consider which is a Bachelor's degree and TEACH . TEACH will work with individuals to compute which is best way for that person to go cost wise, etc. The compelling thing the workforce study said was that there are over 78% of director's with some formal education, so the need is to keep those persons going. She said that as a state we have to think differently about entry level training and what that means.

Question 4: What is the size of non-formal class? 20-25 members comment = which acknowledges that the smaller group size is because many of the individuals would be overwhelmed by university setting.

Comment by Dianna: Many colleges doing off site classes, i.e. a class held at a childcare facility. Evansville is one such example of hybrid programming where ½ on site the instruction is on-site and ½ is off-site.

Comment by Dianna: April 12 – 14 will be the IAEYC Conference. They are finalizing an agreement to offer a 3 hr. class for directors who need credit for management. With work on 2 additional Saturday meetings the 3 hour credit class could be completed. It could also be taken “not for credit.”

Question 5: Does the amount that TEACH contributes vary by formal or non-formal? Non-formal = no cost and the individual doesn't need a TEACH scholarship. There is a

\$25 co-pay for each class, but at the end of 120 hours, the contractor gives money back to the individual.

Comment by Dianna: There is a movement for CDA to be national level entry training – not being done by NAEYC but another group.

Vicky shared that attached to the agenda are licensing requirements for staff in-service training and orientation. She shared that it is critical to track all trainings done by centers.

Vicky posed the question of how do we help retain staff, and shared that training is a huge component of that.

Vicky asked the group what the best practice of staff orientation is, and they shared the following:

1. We do an in depth employee handbook with staff. The handbook includes a lot of the regulations. We show videos on our curriculum and the employee meets with the education coordinator. In addition, Lake county has a childcare network that does trainings once a month on Tues. nights. Child abuse is covered 3 times a year due to need.
2. Staff tend to listen better and get a different prospective when we bring in outside presenters
3. We do 3 stages of orientation – one with the education specialist, one with administration, and then a teacher piece. It is not done in 1 day but over time.
4. The question was asked as to whether there is a list of things mandatory by state? Yes, the Indiana licensing regs list what and how frequently.
5. The question was asked as to where to find resources to do the training? There is a web site called Early Childhood Meeting Place that lists all opportunities available in each county – last year 1300 trainings were offered (most free)

Dianna distributed business cards.

Questions forwarded to Vicky via email by board members were addressed.

For the question in regards to children napping with or without shoes, the consensus was that this should be a center policy.

Information was shared that the fire marshal's office is now a part of Homeland Security and that they should be contacted for their specific regulations. It was also recommended that when the fire marshal comes a copy of the report should be made and faxed to the licensing agent.

Michelle volunteered to arrange for the fire marshal to come to a meeting.

The question about the Bureau's expectation for supervision was discussed and the consensus was that the expectation is clear.

Looking at the previous minutes – page 2 “hot list,” the following comments were made:

- 1. and 2. have been answered
- 3. This has been proposed to committee for more study. In addition, the committee on childcare may change and someone from this committee may be asked to share annually. Currently there are about 15 proposed bills that deal with childcare in some way. Also, a bill about the need for child protective services to investigate complaints on non-licensed centers is being considered. Michelle said that they have been tracking the number of complaints that won't be investigated by CPS (54 filed since July 1 that we know of – but there are some we aren't getting.) Currently, law enforcement is charged with investigating these complaints about non-licensed centers. There needs to be a legal change to the definition of custodian.
- 4. Flu shots? It was thought that Anita Doctor was going to drop items off for distribution at this meeting since she had a prior commitment. Michele said that nothing has come down indicating that flu shots will be mandated.
- Asked about an up-date on voucher program, Michelle said that they are in the process of writing a CCDF plan due July 1. She said that there will be a statewide round of focus groups. She is not sure of dates or cities yet. She is encouraging licensed providers to attend. There is an RFP out for a new contract to be in place by March 08. Michelle said that she wants to simplify the process - holding parents accountable and reducing fraud. She said that the goal is more access to licensed quality care for children who need it the most. She shared that in late March you should get market rate survey. She asked that centers respond because it will effect the rates for the state (licensed rates have been raised every 2 years).

Vicky entertained open questions:

1. CDA – there is a lack of articulation on the part of the Cincinnati online course because it is an out-of-state college.
2. Dianna shared that across the nation she is seeing “human development degrees” with a child development focus – specialty may be child, youth or elderly development. TEACH looks at the classes embedded in the degree. She stated that Head Start won't accept this degree.
3. The question was posed as to whether anyone knows what's going on with quality rating system? Michelle shared that they are currently looking for a contractor to go out inspect and issue the ratings. Fort Wayne and Evansville are on quality rating system so, they are looking at other areas of the state. She shared that the state will be separated by the 11 CCRR areas and they will petition to come on. She said that they will most likely bring on around 2 at a time. The rating system is voluntary; no one required to participate. There is a 15 month roll out time needed.

- Another question was whether NAEYC accreditation required as part of the quality rating system? Michelle said that accreditation would be at the highest level.
- Centers can receive the materials for self-study from NAEYC
- Quality rating will be separate from consultants. There will be a cash incentive (probably) as centers move to the next level.
- The quality rating system will be the same for ministries, home, center – Michele shared that if a center is licensed they would meet level 1. Level 1 may be a little different depending on whether it's a ministry, home childcare or center childcare, but by level 2 the requirements should be the same across the board. There will be some revamp of the Paths to Quality materials that exist.
- Michele asked if there is any concern about quality rating system? There was no response.
- Michelle shared that the quality rating is really for parents to decide on type of care.

Maxine shared that it had been assigned where meetings would be, but no one was assigned to notify members. She said that she apologized and shared that they now have everyone's email address. In April the meeting is being planned in conjunction with the IAEYC spring conference. The exact date and time will be determined and shared with members.

Vicky thanked Dianna and her team for coming and fielding questions and sharing information.

The meeting adjourned at 3:00pm